



**TOWN OF WILTON  
PLANNING BOARD MEETING  
APPROVED MINUTES**

**DATE:** December 2, 2015  
**TIME:** 7:30 PM  
**PLACE:** Wilton Town Hall Courtroom

**PRESENT:** Wilton Planning Board Members: Chairman Jeffrey Kandt (arrived late), Vice- Chairman Sara Spittel, Neil Faiman, Alec MacMartin, Tracey Ewing (Alternate voting for Matt Fish), Dawn Tuomala (Alternate), Marion Kearns, Selectmen Representative Kermit Williams, NRPC Representative Camille Pattison, Secretary Sorrell Downing.

**Public Hearing**

Vice-Chairman Spittel opened the public Hearing at 7:30 PM.

*Appendix V Excavation Application Form, and Appendix VI Excavation Permit and Annual Inspection Report.*

*A public hearing to comment on the draft Appendix V Excavation Application Form, and Appendix VI Excavation Permit and Annual Inspection Report. The forms have been updated to reflect current practices and will be considered by the board for adoption.*

Ms. Pattison added the PO BOX to address line on Page 1, Appendix V.  
Mr. Faiman. Mr. MacMartin and Ms. Kearns discussed the language of Agent/Owner Representative. It was agreed to change to Applicant or Representative on three lines.

*A MOTION was made by Mr. MacMartin and SECONDED by Mr. Williams to accept as amended Appendix V Excavation Application Form, and Appendix VI Excavation Permit and Annual Inspection Report.*

*Voting: 6 ayes. Ms. Tuomala voting for Mr. Kandt. Motion carried.*

*A MOTION was made by Mr. MacMartin and SECONDED by Mr. Faiman to close the public hearing*

*Voting: 6 ayes. Ms. Tuomala voting for Mr. Kandt. Motion carried.*

Approved 12-16-15

### **Zoning Ordinance Amendments**

Ms. Pattison has updated the Zoning Ordinance to reflect the input from Town Counsel.

- 3.1.23.A                      Off Premise Sign – A sign that directs attention to an activity, which is not related to the premises where such sign is located or to which it is affixed.
- 16.0                            “...denote a service; or enhance traffic and pedestrian safety”
- 16.1.c.2                      Additional temporary signage without approval or sign permit
- Add: 16.1.c.2.c            Signs can only be placed on privately owned land with the permission of the land owner and the provision in the zoning ordinance is in addition to the property owners permission.

Mr. Kandt arrived at 8:00 PM.

There was discussion about removing the sentence in 16.1.d or changing may to shall: The Building Inspector *may* approve any sign, which conforms, to the Zoning Ordinance and any applicable site plans.

*A MOTION was made by Mr. MacMartin and SECONDED by Mr. Williams to leave language as suggested by Town Counsel*

*Voting: 4 YES. 2 No. Motion carried.*

*A MOTION was made by Mr. MacMartin and SECONDED by Mr. Faiman to approve changes and bring the Zoning Ordinance Amendments to Public Hearing:*

- *Section 3, Definitions, Off Premise Sign*
- *Section 16, Signs, to address a shift from the Planning Board to the Building Inspector regarding sign approvals*
- *Section 16, Signs, to address the recent Supreme Court Case on Sign Regulations*
- *Section 17, Non-Conforming Uses and Buildings, to address last year's incorrect warrant article language to revise and add language regarding a non-conforming building or structure.*

*Voting: 6 ayes. Motion carried.*

### **Master Plan Updates**

Ms. Pattison and Ms. Sargent from NRPC met with the Conservation Commission and they received input on the draft conservation plan. They are working on final edit and an executive summary. This will form basis for Natural Resource Chapter.

Ms. Pattison is still waiting on input from Department Heads for Facilities Chapter.

### **Sign Permit Form**

Ms. Pattison will have an update for review at the next meeting

Mr. MacMartin departed at 9:00 PM

**Minutes from 11-18-15**

Page 1, line 36: for

Page 2, line 2: remove "the"

Page 3, line 1-2: rewrite with proper grammar

*A MOTION was made by Ms. Spittel and SECONDED by Mr. Williams to approve the minutes from 11-18-15 as amended.*

*Voting: 6 ayes. Motion carried.*

**Other Business**

Mr. Kandt asked if the Planning Board could ask for a flat budget for 2016. It was agreed with the exception of clerical labor, the board will ask for a flat budget. Also the need for the clerk to purchase a computer is not necessary, so this item could be removed.

Ms. Spittel thanked Ms. Pattison for her work on the Zoning Ordinance.

*A MOTION was made by Mr. Williams and SECONDED by Ms. Spittel to adjourn the meeting.*

*Voting: 6 ayes. Motion carried unanimously.*

Chairman Kandt declared the meeting adjourned at 9:10 PM.

Respectfully Submitted,  
Sorrell Downing  
Secretary